

SOUTH CENTRAL REGIONAL AIRPORT AGENCY
Meeting of the Board
Thursday, March 7, 2024 – noon
Pella Public Safety Complex at 614 Main Street, Pella, IA 50219

This meeting is available to attend in person or via phone.

To access the meeting via phone, dial 720.650.5050 and enter access code 962-389-622 #

Attendees will have the ability to provide verbal comments during the call to the public

To minimize disruption, please keep your devices muted until you intend to speak

Agenda

1. Call to Order
2. Call to the public (limited to 3 minutes per person)
3. Approval of Minutes from November 29, 2023
4. Approval of Resolution No. 71 Approving the Fiscal Year 2024 Budget and Authorizing Submittal to the City of Oskaloosa and the City of Pella
5. Staff updates:
 - a. Review of SCRAA financial statement
 - b. Project update
6. Discussion of next meeting date/time
7. Adjourn

South Central Regional Airport Agency
Meeting Minutes
Wednesday November 29,2023

Board members present: Pamela Blomgren, Kevin Gaul, Doug Klahsen, David Corbin, Jim Hansen.

SCRAA staff present: Mike Nardini, Pella City Administrator; Amy Beattie, SCRAA Legal Counsel; Jerry Searle, HDR Engineering; Amal Eltahir; Oskaloosa City Manager.

Meeting called to order by Chairman Hansen at 6:00 p.m. at Oskaloosa City Hall, 220 S Market Street, Oskaloosa, IA 52577.

Chairman Hansen opened the call to the public. Public comments were received by John Bandstra, Pat Sodak, Drew McGee, Steve Wanders, and Nick Ryan.

It was moved by Blomgren, seconded by Corbin, to approve the October 25,2022 minutes. Motion carried 5-0.

Staff reviewed the term expiration dates for the existing SCRAA Board members and requested the Board to notify them of any corrections.

Staff reviewed the fiscal 2023 budget which will continue to serve as the SCRAA's existing operating and capital budget until direction on the project is received from the respective cities.

It was moved by Corbin, seconded by Blomgren, to elect Jim Hansen as Chairman, and Kevin Gaul as Vice Chairman. Motion Carried 5-0.

It was moved by Corbin, seconded by Blomgren to approve Resolution No. 69 accepting farm lease with RSD Farms and entering into lease agreement with RSD Farms. Motion carried 5-0.

It was moved by Corbin, seconded by Blomgren to approve Resolution No. 70 accepting farm lease with Robert DeRooi and entering into lease agreement with Robert DeRooi. Motion carried 5-0.

Staff reviewed the fiscal years 2023 and 2024 financial statements. In addition, Jerry Searle provided a review of the HDR tasks orders, including new task orders 14-18.

The next regular meeting is scheduled for February 27, 2024.

The meeting adjourned at 6:54 p.m.

Minutes were prepared by Mike Nardini and Alex Valster

ITEM NO: 4

SUBJECT: Resolution Approving Fiscal Year 2024 Budget Submittal

DATE: March 7, 2024

BACKGROUND:

Annually, the South Central Regional Airport Agency (SCRAA) submits a proposed operating and capital budget for consideration to the City of Oskaloosa and the City of Pella. This resolution adopts the proposed budget and authorizes submittal to the respective cities. Listed below is the proposed budget which has been reviewed by staff.

Fiscal Year 2024 Proposed Budget

Operating Revenues	
Farm Rental Income	<u>\$112,000</u>
Operating Expenditures	
Insurance	\$10,000
Audit Fees	9,000
Legal Expenses	10,000
Travel	500
Training/Conferences	1,200
Website Maintenance	500
Property Taxes	13,000
Miscellaneous Expense	<u>0</u>
Total Operating Expenditures	<u>\$44,200</u>
Net Operating Income	<u>\$67,800</u>

Projected capital expenditures for fiscal year 2024 include \$15,000 as a contingency. If the project proceeds, the SCRAA Board will update this estimate.

The amounts above reflect expenditures only and do not show proportionate cost sharing arrangements. In addition, this information does not show possible grant funding, opportunities, or other associated revenue streams.

ATTACHMENTS: Resolution

REPORT PREPARED BY: Staff

RECOMMENDED ACTION: Approve resolution

RESOLUTION NO. 71

RESOLUTION APPROVING THE FISCAL YEAR 2024 BUDGET AND AUTHORIZING SUBMITTAL TO THE CITY OF OSKALOOSA AND THE CITY OF PELLA

WHEREAS, the South Central Regional Airport Agency (SCRAA) is required to annually submit an operating and capital budget to the City of Oskaloosa and the City of Pella; and

WHEREAS, staff reviewed the proposed fiscal year 2024 budget; and

WHEREAS, the proposed fiscal year 2024 budget is as follows:

Fiscal Year 2024 Proposed Budget

Operating Revenues

Farm Rental Income	<u>\$112,000</u>
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Operating Expenditures

Insurance	\$10,000
Audit Fees	9,000
Legal Expenses	10,000
Travel	500
Training/Conferences	1,200
Website Maintenance	500
Property Taxes	13,000
Miscellaneous Expense	<u>0</u>

Total Operating Expenditures	<u>\$44,200</u>
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Net Operating Income	<u>\$67,800</u>
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Projected capital expenditures for fiscal year 2024 include \$15,000 as a contingency. If the project proceeds, the SCRAA Board will update this estimate.

NOW, THEREFORE, it is hereby resolved by the Board of the SCRAA that the proposed fiscal year 2024 budget is approved, and staff is authorized to submit the proposed budget to the City of Oskaloosa and the City of Pella.

Passed and approved this 7th day of March, 2024.

Jim Hansen, Chair

ATTEST:

Mike Nardini, Coordinating Agency

ITEM NO: 5-a

SUBJECT: Review of SCRAA Financial Statement

DATE: March 7, 2024

BACKGROUND:

The purpose of this agenda item is to review the financial statement which is included as a memo attachment.

ATTACHMENTS: Financial statement

REPORT PREPARED BY: Staff

RECOMMENDED ACTION: None

2024 SCRAA Operating - Financial Statement

	Budget	Year-to-Date	Remaining
Operating Revenue			
Farm Rental	\$ 61,400	\$ 73,135	(11,735)
Pella		-	0
Oskaloosa		-	-
Total Operating Revenue	\$ 61,400	\$ 73,135	\$ (11,735)
Expense	Budget	Year to Date	Remaining
Audit	\$ 6,000	\$ -	\$ 6,000
Insurance	9,000	-	9,000
Travel	1,000	-	1,000
Website Maintenance	500	-	500
Training/Conferences	1,200	-	1,200
Legal Fees	9,000	4,155	4,845
Misc Expense	200	-	200
Tax Expense	12,500.00	12,316	184
Total Expense	\$ 39,400	\$ 16,471	\$ 22,929
Net Operating Inc/(Exp)	\$ 22,000	\$ 56,664	\$ (34,664)

[illegible]